

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF 7/20/2010 MEETING

Convened: 6:30 p.m.  
Present: Kevin Johnston  
Andrew Artimovich  
Jane Byrne  
Jeffrey Bryan

The Board met and reviewed payroll, accounts payable, and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 7/6/10 meeting. Bryan made a motion, seconded by Artimovich, to approve the minutes as written. All voted in favor.

The Board reviewed the notes:

- The Selectmen received an email from Steve Cummings regarding his inspection of the driveway off Spruce Ridge Dr. Bryan made a motion to sign a letter to the property owner requiring the violations of the driveway permit be corrected. Artimovich seconded the motion; all voted in favor.
- Johnston and Artimovich will inspect the Donaldson/Musto property on 8/3/10.
- The Selectmen would like Alan Prina to follow up on a complaint they received about buses being painted in an unenclosed area at 329 Rte 125.
- The Board would like a letter sent to Krista Larson regarding the easement deed for Middle of the Road Realty Trust.
- The Selectmen received a proposal from Eastern Propane to install propane tanks at the new fire station. The Board reviewed the proposed request for bids for heating oil and propane. They would like the installation of these tanks to be included in the bid and would like the contract to be for a 4 year period.
- Ricci Construction has provided the Board with a list of proposed change orders and the cost associated with some of these. Bryan explained that he and Chief Lemoine have reviewed the list and provided their recommendations to the Board as to what to include and not include. In addition, a spreadsheet was provided showing where the budget stands for the fire station so they could see what impact these changes will have on the contingency balance. Bryan is donating all the drip edge and flashing, getting a reduced price on the ice & water shield and shingles for a total savings of about \$2,500. The Selectmen agreed to the change orders for the solar doors and additional interior doors. They chose not to include the other items mentioned in the change order. Johnston thanked Bryan for all his hard work and his donations.
- We are in receipt of a bill from the auditors in the amount of \$3,091 for the single audit that was required due to the fact that we received in excess of \$500,000 in federal funds in 2008. CDBG funds accounted for \$475,000 of that and they will pay for the portion of the bill that is associated with their funds; \$2,773 in this case. Stevens recommends that next time we have a CDBG funding request we stipulate in the contract that they are responsible for all expenses incurred for single audits that involve their funds.
- Byrne made a motion, seconded by Artimovich, to sign a letter to the Lamprey River Nomination Committee supporting the nomination of the remaining segments of the

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Lamprey River and its major tributaries as State Designated Rivers under the NH River Management and Protection Program. All voted in favor.

- Artimovich suggests we put a notice on the website and in the newsletter that we are looking for someone to serve as an alternate member of the SRRDD committee.

Richard Cohee, Energy Analyst of Lighting Retrofit Services, was in to discuss the energy audit he conducted at the Town Office Building/Police Dept, Community Center and Highway Shed. He reported on the results, the estimated savings and cost to the town. He explained the programs being offered by PSNH and the proposal being presented. Byrne made a motion to sign the agreement for the Smart Start Program being offered by PSNH with option #2 using 100% of savings. Bryan seconded the motion; all voted in favor.

Wayne Robinson, Road Agent and Police Chief, was in and discussed the following items with the Board:

- Johnston explained to Robinson that the town can not enter into a lease/purchase agreement using capital reserve funds without a vote at the annual meeting. They can, however, use the money for an outright purchase since the Selectmen have been named as agents of the fund. The Board discussed the different options to consider. Robinson will contact the dealer to see what kind of deal can be made for a cash sale and will see if he can make it work with the funds he has available.
- Robinson reported that the roadside mowing can get done in August.
- Artimovich inquired of Robinson why he's been on call at night so often. Robinson responded that when someone calls out they call around to try to get coverage. If they can't find anyone to work they put him on call. Artimovich told Robinson he could consider forced overtime because it is not safe for him to work all day, be out all night, and work again all the next day; and that in fact he is in violation of his DOT card if he's working that many hours. Robinson said he'll have to add back the 6<sup>th</sup> full-time position because he can't do it with the part-timers. Johnston mentioned that there are some towns in the area that turn coverage over to the State Police at midnight. Bryan agreed that perhaps we no longer need 24 hour coverage every day. Byrne questioned what the midnight guys actually do. She said she recalls when they used to fill out call sheets of where they were and what they did. It was explained that they do complete a log in the police department. Byrne asked to see the logs for the midnight shift. The option of changing to a 43 hour week was also mentioned. Artimovich said the regular coverage is not the problem; it's when someone calls out sick. Artimovich told Chief Robinson to do what he needs to do; he just doesn't want to see him or anybody else getting hurt. Johnston asked Robinson to come back in 2 weeks and let the Board know what he suggests be done.

The Board signed the warrant for unlicensed dogs.

At 8:00pm a motion to adjourn was made by Bryan and seconded by Artimovich. All voted in favor.

Respectfully submitted,  
Julie Stevens